



Department of Medical Assistance Services
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MEDICAID MEMO

TO: Early and Periodic Screening, Diagnosis, and Treatment Providers, Infant & Toddler Connection Providers, and DMAS-Enrolled Managed Care Organizations (MCOs) Participating in the Virginia Medical Assistance Program

FROM: Cynthia B. Jones, Director
Department of Medical Assistance Services (DMAS)

MEMO: Special

DATE: 9/12/2011

SUBJECT: Early Intervention (EI) Targeted Case Management Program – Effective October 1, 2011

The purpose of this memorandum is to announce the implementation of an Early Intervention Targeted Case Management (EI TCM) program for Medicaid and FAMIS children enrolled in the EI program. This includes Medicaid and FAMIS children enrolled with DMAS contracted managed care organizations (MCO). Although case management is currently provided as a service component of EI, separate reimbursement from the Department of Medical Assistance Services (DMAS) for targeted case management has only been available in cases where the child may have met criteria for other targeted case management programs such as those for individuals with serious emotional disturbances (SED), mental health disorders, or those with an intellectual disability. The EI case management program was developed in collaboration with family members and advocates for families, EI providers, representatives from Department of Behavioral Health and Developmental Services (DBHDS), DMAS, Managed Care Organizations, and Early Intervention Local Lead Agencies (LLA).

The EI program is a system of services designed to meet the developmental needs of Medicaid and FAMIS children who meet eligibility criteria. Virginia's EI system is governed by Part C of the Individuals with Disabilities Education Act (IDEA) and was implemented by DBHDS. There are 40 LLAs around the state who are responsible for the identification, enrollment and service provision for those children participating in the EI program.

MANAGED CARE ORGANIZATION ENROLLEES

DMAS contracted MCOs are not required to provide coverage for EI services. All EI services, including EI TCM, for children who are enrolled in a Medicaid/FAMIS MCO must be billed directly to DMAS and not to the MCO. All other services other than those that are carved-out of the MCO contract, including rehabilitation therapy services and transportation, should be coordinated as usual through the enrollee's MCO.

EI TARGETED CASE MANAGEMENT (TCM) SERVICE DEFINITION AND CRITERIA

EI TCM will assist the child and family in gaining access to needed and appropriate medical, social, educational, and other services. Case managers will ensure that families are receiving the supports and

services that will help them achieve their goals on their child's Individualized Family Service Plan (IFSP), through on-going monitoring, family contacts, and assistance as needed.

EI TCM PROVIDER QUALIFICATIONS:

DBHDS designated the LLAs to be responsible for providing or selecting the EI TCM for each locality in the Commonwealth. TCM providers interested in providing EI TCM should contact the LLA in their area for more information.

EI TCM is administered by the enrollee's LLA. The LLA may administer TCM services directly or contract the service to a TCM agency of their choosing. The agency providing the EI TCM services must have a current Medicaid enrollment agreement to bill for these services.

EI Targeted Case Management Enrollment Steps

Each TCM must be certified and enrolled prior to performing services and billing DMAS.

Step 1: Certification

Individuals who wish to provide EI TCM must have a current Early Intervention Case Manager Certification from DBHDS. In order to be certified as an EI case manager, the individual must:

- Complete the Infant & Toddler Connection of Virginia online training modules, including EI Service Coordination and TCM module, passing the competency test for each with at least 80% accuracy; and
- Meet one of the following education/experience requirements:
 - college degree in human services field;
 - associates degree in related field such as OT Assistant, PT Assistant or nursing; or
 - college degree in unrelated field, GED or high school degree PLUS three years' full-time experience coordinating direct services to children and families and implementing individual service plans.

For more information on the EI case manager certification and training modules, go to www.infantva.org or contact the Infant & Toddler Connection of Virginia at:

Infant & Toddler Connection of Virginia
Office of Child and Family Services
DBHDS
1220 Bank Street
Richmond, VA 23218
804-786-3710

Step 2: DMAS Application

Providers must be enrolled with DMAS to perform and bill for EI services provided to Medicaid or FAMIS enrollees.

In order to begin providing EI TCM on October 1, 2011, interested case management agencies must complete the following two steps prior to October 1, 2011.

1. Complete an Early Intervention Targeted Case Management provider application and submit it to Virginia Medicaid Provider Enrollment Services as instructed on the application; and
2. Have the LLA complete and submit a Targeted Case Management Provider Information form (DMAS-57).

All EI providers must be enrolled with the correct class type (Mental Health Mental Retardation; Rehab Agencies; Home Health Agency State; Home Health Agency Private; Private Duty; Early Intervention) and/or specialty code (116) to receive reimbursement for EI services. EI TCM providers will be issued a specialty code (119). DMAS Providers who are enrolled in more than one provider class type or specialty code will use the taxonomy code of 252Y00000X when billing for EI services.

Prior to October 1, 2011, both forms are to be obtained from the DMAS Specialized Services Unit (SSU), Maternal & Child Health Division (MCH). The SSU at DMAS will send each LLA system manager a copy of both of the forms mentioned above prior to October 1, 2011. Once completed, the forms can be returned to DMAS, MCH Division, by fax at 804-612-0043. The SSU at DMAS may be contacted regarding these forms by calling, 804-786-3712.

After October 1, 2011, interested EI TCM providers must:

1. Complete a new Early Intervention Targeted Case Management provider application and submit it to Virginia Medicaid Provider Enrollment Services at the address below; and
2. Have the LLA in the provider's locality complete and submit an Early Intervention Targeted Case Management Provider Information form (DMAS-57) to:

Virginia Medicaid Provider Enrollment Services
PO Box 26803
Richmond, VA 23261-6803
888-335-8476 (Fax)

After October 1, 2011, both of these forms may be obtained from the DMAS website at: http://dmasva.dmas.virginia.gov/Content_pgs/search-home.aspx.

EI TCM CLAIMS AND REIMBURSEMENT INFORMATION:

Providers certified as EI targeted case management providers may bill for EI TCM. Agencies employing certified EI case managers may bill for the EI TCM services provided by those certified providers using the procedure code and monthly rate stated in the table below.

Code	Rate	Who bills	When is This Used	Location	Limits
T2022	\$120/Calendar Mo	Service Coordinator	Service Coordination	N/A	1 unit per Child/Calendar mo

- DMAS will not reimburse for more than one targeted case management service claim during the same service period/calendar month, for the same recipient.
- EI TCM is the case management service for EI enrollees and therefore if a child is receiving Intellectual Disability, SED TCM, or Mental Health TCM prior to October 1, 2011, the child should begin receiving EI TCM as of October 1, 2011. ID and MH TCM will not be reimbursed for EI enrollees as of October 1, 2011.

GENERAL QUESTIONS REGARDING EARLY INTERVENTION:

EI services are managed by the DBHDS. The EI program is called the Infant and Toddler Connection of Virginia. The main number for the Infant and Toddler Connection is 804-786-3710. You may also email Infant & Toddler Connection of Virginia staff. Please refer to <http://www.infantva.org/Contactus.htm> for contact information.

On the DMAS website go to: www.dmas.virginia.gov and click on the Maternal and Child Health Services tab from the DMAS home page to find information on EI Services. More information can be found about the Infant & Toddler Connection of Virginia at: <http://www.infantva.org/>.

Instructions about how to refer children to the Infant and & Toddler Connection may be found online at: <http://www.infantva.org/documents/pr-ReferralGuide.pdf>.

MANAGED CARE ORGANIZATION ENROLLEES

DMAS, the MCOs, and the EI case managers are expected to collaboratively facilitate a smooth transition for the child from EI to an appropriate level of care when the child transitions out of EI and needs continued services.

VIRGINIA MEDICAID WEB PORTAL

DMAS offers a web-based Internet option to access information regarding Medicaid or FAMIS member eligibility, claims status, check status, service limits, service authorizations, and electronic copies of remittance advices. Providers must register through the Virginia Medicaid Web Portal in order to access this information. The Virginia Medicaid Web Portal can be accessed by going to: www.virginiamedicaid.dmas.virginia.gov. If you have any questions regarding the Virginia Medicaid Web Portal, please contact the ACS Web Portal Support Helpdesk, toll free, at 1-866-352-0496 from 8:00 A.M. to 5:00 P.M. Monday through Friday, except holidays. The MediCall audio response system provides similar information and can be accessed by calling 1-800-884-9730 or 1-800-772-9996. Both options are available at no cost to the provider.

“HELPLINE”

The “HELPLINE” is available to answer questions Monday through Friday from 8:00 a.m. to 5:00 p.m., except on holidays. The “HELPLINE” numbers are:

1-804-786-6273	Richmond area and out-of-state long distance
1-800-552-8627	All other areas (in-state, toll-free long distance)

Please remember that the “HELPLINE” is for provider use only. Please have your Medicaid Provider Identification Number available when you call.